

Sanitized - Approved For Release :  
CIA-RDP70-00211R000200140002-1

DISPOSITION BRANCH  
Progress Report for Period  
July 1 - December 31, 1955

OFFICE	RECORDS CONTROL SCHEDULES PREPARED (date)	FINAL APPROVAL (date)	VOLUME OF RECORDS COVERED (cu. ft.)	NO.OF ITEMS	ITEMS SUBMITTED TO NATL. ARCHIVES	% OF PERMANENT RECORDS	% OF TEMPORARY RECORDS
Office of DD/I	December	---	104	37	2	31%	69%
OCI	December	Pending	1857	280	42	5%	95%
ORR	July	August	21669	636	84	4%	96%
OBI	July	August	753	49	8	3%	97%
OSI	Revision September	October	2400	293	31	11%	89%
Personnel	In process	---	---	---	---	---	---
Training	In process	---	5643	326	---	---	---
Comptroller	In process	---	---	---	---	---	---
TOTAL			32426	1621	167		

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RECORDS DISPOSITION PROGRAM  
STATUS AS OF 31 DEC. 1955  
DD/I AREA

OFFICE	SCHEDULE PREPARED	VOL. RECORDS COVERED (cu.ft.)	VOL. OF PERMANENT RECORDS (cu.ft.)	VOL. OF TEMPORARY RECORDS (cu.ft.)	VOL. OF LIBRARY MATERIAL (cu.ft.)	VOL. RECORDS REFILED TO CENTER IN 1955 (cu.ft.)	TOTAL VOL. RECORDS IN CENTER AS OF 31 DEC. 1955 (cu.ft.)
DD/I and immediate Staff	Dec. 1955	106	33	54	18	2	2
ONE	Aug. 1954	322	36	229	57	7	7
OSI	Oct. 1955	2400	258	1772	370	70	105
ORR	Aug. 1955	21669	760	18444	2465	150	576
OCI	Dec. 1955	1857	90	1657	110		10
OCR						1109	3318
OO	Mar. 1955	6170	889	3468	1813	318	984
OBI	Jul. 1955	753	25	688	40	230	370
	TOTAL	33277	2091	26312	4873	1886	5372

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RECORDS DISPOSITION PROGRAM  
STATUS AS OF 31 DEC. 1955  
DD/S AREA

OFFICE	SCHEDULE PREPARED	VOL.RECORDS COVERED (cu.ft.)	VOL. OF PERMANENT RECORDS (cu.ft.)	VOL. OF TEMPORARY RECORDS (cu.ft.)	VOL. OF LIBRARY MATERIAL (cu.ft.)	VOL. RECORDS RETIRED TO CENTER IN 1955 (cu.ft.)	TOTAL VOL. RECORDS IN CENTER AS OF 31 DEC. 1955 (cu.ft.)
DD/s, ADD/s and immediate staff						9	16
SSA/DD/S	To Be Included in DD/P Program						
COMMERCIAL STAFF							
PAPS	To Be Included in DD/P Program						
COMMUNICATIONS						16	16
25X1A6a Process						21	39
TRAINING	In process	5643				984	2447
COMPTROLLER	In process	5395(est)				0	1
GENERAL COUNSEL	Apr. 1954	568	38	53	477	95	259
PERSONNEL	In process					414	1827
LOGISTICS	Oct. 1952 - In Process Of Revision					69	174
MEDICAL STAFF	Dec. 1953	470	210	260		36	82
MANAGEMENT STAFF	In process	74	29	45		0	0
SECURITY	Jun. 1954	3615	2779	836		0	3
AUDIT STAFF	Apr. 1954	64	35	29		0	
TOTAL		15829	3091	1223	477	1644	4864

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DD/S Area

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DD/S, ADD/S and immediate staff						9	16
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COMMERICAL STAFF							
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